



Board of Legal Document Preparers

Arizona State Courts Building
1501 West Washington Street
Phoenix, Arizona 85007

January 23, 2017
Time: 10:00 a.m.
Hearing Room 109

Approved Regular Meeting Minutes

MEMBER ATTENDANCE:

Present:

Paul Friedman
Becky Nilsen

Telephonically Present:

Cheri Clark
Pamela Milburn
Mary Jo Randall
Deborah Colon-Mateo
Jerry Thomas

Absent:

Honorable Michael Herrod
Mary Carlton

OTHER ATTENDEES

AOC Staff:

Mark Wilson
Michelle Martinez
Debbie MacDougall
Hal White
Wil Castro
Marisa McNally
Kate Novak

Guests:

Ermila Garza-O'Neil
Steven Malkin
Jennifer Ponsa
Pedro Roman

CALL TO ORDER

Called to Order By:

Becky Nilsen, Vice Chair

Time:

10:01 a.m.

1) REVIEW AND APPROVAL OF MEETING MINUTES

Individuals Addressing the Board:

Becky Nilsen, Vice Chair

1-A: *Review, discussion, and possible action regarding approval of the regular session minutes of the meeting of November 28, 2016.*

Discussion: None.

Motion: Consideration of and motion to approve the regular session minutes from November 28, 2016.

Motion Proposals: First Deborah Colon-Mateo
Second Mary Jo Randall

Motion Results: Pass

Recusal: Paul Friedman and Cheri Clark

2) REVIEW OF PENDING COMPLAINTS

Individuals Addressing the Board:

Debbie MacDougall

2-A: *Review, discussion and possible action regarding Findings of Fact, Conclusions of Law and Recommendation regarding complaint number 15-L015, involving Grace Beltran.*

Discussion: Staff recommends that the Board find Grace Beltran in default and enter a Final Order revoking the certification of Grace Beltran.

Motion: Consideration of and motion to accept staff's recommendation.

Motion Proposals: First Paul Friedman
Second Mary Jo Randall

Motion Results: Pass

3) INITIAL CERTIFICATION AND ELIGIBILITY

Individuals Addressing the Board:

Wil Castro

3-A: *Review, discussion and possible action regarding the following applications for initial, individual, business entity legal document preparer certification and business entity exemption requests:*

1. Ella J. Blass
2. Norma Franco
3. Gabriela Bigando

Discussion: Staff recommends that initial certification be granted to Ella J. Blass, Norma Franco, and Gabriela Bigando.

Motion: Consideration of and motion to accept staff's recommendation.

Motion Proposals: First Paul Friedman
Second Mary Jo Randall

Motion Results: Pass

4. Financial Affairs, LLC

Discussion: Staff recommends approval of business certification as well as business entity exemption for Financial Affairs, LLC.

Motion: Consideration of and motion to accept staff's recommendation.

Motion Proposals: First Paul Friedman
Second Pamela Milburn

Motion Results: Pass

5. Steve Malkin

Discussion: Staff recommends approval of initial legal document preparer certification for Steve Malkin.

Motion: Consideration of and motion to accept staff's recommendation.

Motion Proposals: First Paul Friedman
Second Pamela Milburn

Motion Results: Pass

Individuals Addressing the Board:

Hal White

6. Pedro Roman

Discussion: Review of staff's investigation into cases that Pedro Roman disclosed and failed to disclose in his application.

Pedro Roman is present and addresses the Board.

Staff recommends approval of initial legal document preparer certification for Pedro Roman with standard non-disclosure language.

Motion: Consideration of and motion to accept staff's recommendation.

Motion Proposals: First Paul Friedman
Second Becky Nilsen

Motion Results: Pass

7. Jennifer L. Pierson

Discussion: Review of staff's investigation into Jennifer L. Pierson's failure to disclose on her application.

Jennifer L. Pierson is present and addresses the Board.

Staff recommends approval of initial legal document preparer certification for Jennifer L. Pierson with standard non-disclosure language.

Motion: Consideration of and motion to accept staff's recommendation.

Motion Proposals: First Paul Friedman
Second Deborah Colon-Mateo

Motion Results: Pass

8. Dariush S. Khorasani

Discussion: Review of staff's investigation into Dariush S. Khorasani's failure to disclose on his application.

Dariush S. Khorasani is present and addresses the Board.

Staff recommends approval of initial legal document preparer certification for Dariush S. Khorasani with standard non-disclosure language.

Motion: Consideration of and motion to accept staff's recommendation.

Motion Proposals: First Paul Friedman

Motion Results: Second Becky Nilsen
Pass

9. Ermila Garza-O'Neil

Discussion: Review of staff's investigation into Ermila Garza-O'Neil's failure to disclose on her application.

Ermila Garza-O'Neil is present and addresses the Board.

Staff recommends approval of initial legal document preparer certification for Ermila Garza-O'Neil with standard non-disclosure language.

Motion: Consideration of and motion to accept staff's recommendation.

Motion Proposals: First Paul Friedman
Second Becky Nilsen

Motion Results: Pass

10. Jennifer Skidmore

Discussion: Review of staff's investigation into the applications of Jennifer Skidmore and her business, Money Never Sleeps, LLC, with emphasis on a case failed to be disclosed regarding her husband and business partner, Jeffrey Allen Skidmore.

Staff recommends approval of initial legal document preparer certification for Jennifer Skidmore with standard non-disclosure language.

Motion: Consideration of and motion to accept staff's recommendation.

Motion Proposals: First Paul Friedman
Second Becky Nilsen

Motion Results: Pass

11. Money Never Sleeps, LLC

Discussion: Review of staff's investigation into the applications of Jennifer Skidmore and her business, Money Never Sleeps, LLC, with emphasis on a case failed to be disclosed regarding her husband and business partner, Jeffrey Allen Skidmore.

Staff recommends approval of business entity certification and business entity exemption for Money Never Sleeps, LLC.

Motion: The Board rejects staff's recommendation and moves to defer Agenda Item 3-A #11 to the next meeting inviting Jeffrey Allen Skidmore to attend and address the Board.

Motion Proposals: First Paul Friedman
Second Becky Nilsen

Motion Results: Pass

12. Timothy Reedy

Discussion: Review of staff's investigation into cases Timothy Reedy disclosed and failed to disclose in his application.

Staff recommends denial of Timothy Reedy's application.

Motion: Consideration of and motion to accept staff's recommendation.

Motion Proposals: First Paul Friedman
Second Becky Nilsen

Motion Results: Pass

Individuals Addressing the Board: Hal White

3-B: *Review, discussion and possible action regarding the denial of individual legal document preparer certification for Theresa Keves.*

Discussion: Staff recommends that Ms. Keves' application for certification be denied because she "has committed material misrepresentation, omission, . . ." in the application form pursuant to ACJA § 7-201 (E)(2)(c)(2)(b)(i).

Motion: Consideration of and motion to accept staff's recommendation.

Motion Proposals: First Paul Friedman
Second Becky Nilsen

Motion Results: Pass

4) INITIAL CERTIFICATION APPLICATIONS

Individuals Addressing the Board: Hal White

4-A: *Review, discussion and possible action regarding the certification renewal application deadline pursuant to Arizona Code of Administration § 7-201(G)(2).*

Discussion: Staff recommends the Board establish that the 2017-2019 renewal application will open as May 1, 2017 with an additional \$50.00 fee

applying on applications submitted after May 31, 2017.

Motion: Consideration of and motion to accept staff's recommendation.

Motion Proposals: First Paul Friedman
Second Becky Nilsen

Motion Results: Pass

4-B: *Discussion and possible action concerning random audits of continuing education compliance for renewal pursuant to ACJA § 7-208(L)(9)(d).*

Discussion: It is recommended that the Board direct staff to sample audit 20% of the legal document preparers requesting renewal of their certifications to determine continuing education compliance.

Motion: Consideration of and motion to accept staff's recommendation.

Motion Proposals: First Paul Friedman
Second Becky Nilsen

Motion Results: Pass

CALL TO THE PUBLIC

None

ADJOURNMENT

Motion: To adjourn.

Motion Proposals: First Paul Friedman
Second Becky Nilsen

Motion Results: Pass

Time: 10:35 a.m.

MM